

**VILLAGE OF ANGEL FIRE  
Council Regular Meeting Minutes  
Monday July 30<sup>th</sup>, 2018 at the Village Hall**

**Call to Order**

Mayor Cottam called the meeting to order at 5:30 PM

**Pledge of Allegiance**

Mayor Cottam called for the Pledge of Allegiance.

**Roll Call**

Present were Mayor Cottam, Mayor Pro-tem Howe, Councilor Lanon, Councilor Humbert, Councilor Larson was absent. Also present Village Deputy Linda Arthur, and Manager Tafoya. A quorum was present.

**Approval of Agenda**

Mayor Pro-tem Howe made the motion to approve the agenda with the removal of items B and C. Councilor Lanon seconded. Motion carried 3-0

**Approval of Consent Agenda**

**1. Approval of July 10<sup>th</sup> Regular Council Meeting Minutes**

**2. Approval of the Voting Delegate for the NMML Annual Meeting**

Mayor Pro-tem Howe made the motion to approve the consent agenda, Councilor Lanon seconded. Motion carried 3-0

**Requests and Responses from the Audience (Limited to 3 minutes) –None**

**Announcements and Proclamation-None**

**Reports:**

**a. Governing Body Reports**

Mayor Pro-tem Howe went over some events that were happening at the Memorial

**b. Manager's Report**

Manager Tafoya stated that the bids for the Core Project were opened Friday July 27<sup>th</sup>. AUI were the only people to submit a bid. Amos Torres Project Manager went over the bid opening. Carl Abrams with HDR Engineering went over the bid process and that the bid came in higher than expected. He suggested that maybe the two projects be bid separately. He also stated that he was not recommending a rebid at this time or an award at this time. Councilor Lanon asked Carl what happened, 2 years down the road you gave us the basic instructions that we have to do this in pieces, we knew it has to be done in phases. Last month you stood here and said we would see dirt work this year. Your company started at \$4.5 million, then to \$8.4 million and then the bid comes in at \$12.1 million, what happened? Carl State that there were a lot of unknowns from the design stage to the planning stage. Councilor Lanon added but the price tripled in cost. Carl stated that they are not in control of the bidding and that it surprised them as well. Councilor Lanon added that we are two years in on a three year bond and we have not done anything and the Mayor and Council have egg on their face. Fabian Mascarenas, Procurement Officer added that he contacted Dotty McKinney with General Services and she stated that we needed to be within 10% of the maximum construction cost and therefore we cannot negotiate at this stage. Manager Tafoya asked Carl what his thoughts were on rebidding. Carl stated that his research indicated that the 10% was on the Village's budget on the project and that is could be negotiated. Manager Tafoya added that it would only be the items that meet the 10% and that would only be certain roads. Carl added that after the contract is awarded that at that time you can negotiate the 10% by change orders. Mayor Pro-tem Howe added that for it to start at \$4.5 million and jump to \$12.1 million it appears that someone is taking advantage of us. Carl added that when you only have one bidder that is the risk. Manager Tafoya and Carl Abrams will revisit this and decide how to proceed.

**c. Staff Reports**

Sandy Garcia, Grants reported on a meeting that the Manager and staff attended in Taos. (see attached)

1 **d. Committee Reports-None**

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4 **Old Business-None**

5 **New Business:**

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8 **A. Discussion/Approval of Resolution 2018-29 a Resolution Increasing Solid Waste**  
9 **Trach Service Rates and Rescinding All Others**

10 Brian Bredthauer, Solid Waste Superintendent explained that each year the council  
11 approves the FY solid waste trash rates based on the CPI. This year the increase is 3.4  
12 %. Mayor Pro-tem Howe made the motion to approve resolution 2018-29 a resolution  
13 increasing solid waste trash service rates and rescinding all others. Councilor Lanon  
14 seconded. With no further discussion the motion carried 3-0 with Mayor Pro-tem Howe  
15 –aye, Councilor Lanon-aye, Councilor Humbert –aye.

16 **B. Discussion/ Approval of Change Order #6 in the Amount of Totaling a Deduction**  
17 **of \$200.00 Plus NMGRT for a total deduction of \$215.54 to Contract #2018-002 to**  
18 **Hays Plumbing and Heating**

19 Amos Torres, Utilities Superintendent explained that the Village contracted with Hays  
20 Plumbing and Heating for the completion of Coffey Well II. Prior to awarding the  
21 contract to Hays the Village had purchased the Pitless Adapter. The pitless adapter did  
22 not meet the required American Iron Standard as required by the funding agency  
23 (DWSRF). The funding agency determined that they would not pay for the adapter nor  
24 the installation from those funds, so Hays was asked to price out the installation portion  
25 of the project. Mayor Pro-tem Howe made the motion to approve change order #6 in the  
26 amount of \$215.54 to contract 2018-002 to Hays Plumbing and Heating. Councilor  
27 Humbert seconded. With no further discussion the motion carried 3-0.

28 **C. Discussion/Approval of Task Order #2018-012D With HDR Engineering for**  
29 **Village Core Area Aspen Street Parcel Exchange**

30 Amos Torres, Utilities Superintendent explained that the Village contracted with HDR  
31 Engineering to complete a design for the Village Core Area Roadway and Utilities.  
32 During this process it was discovered that with the original realigning of Aspen Street to  
33 a Cul de Sac, certain sections of the roadway were not transferred correctly between the  
34 Village and the Angel Fire resort. This task order will have HDR survey, prepare  
35 documents and provide legal descriptions for the transfer. This process will allow the  
36 new improvements to be completed on Village owned right of way. Mayor Pro-tem  
37 Howe made the motion to approve task order 2018-012D with HDR Engineering for  
38 Village core area Aspen Street parcel exchange in the amount of \$11,722.00 plus  
39 NMGRT. Councilor Lanon seconded. With no further discussion the motion carried 3-0

40 **D. Discussion /Approval of Notice of Award to Northern Mountain Constructors for**  
41 **Phase II , MAP 7505(903) Project for Camino Grande Improvements**

42 Sandy Garcia , Grants and Projects explained that the Village recently issued an  
43 invitation to bid for the Camino Grande Improvements Phase II MAP 7505 (903)  
44 project. After reviewing responses for this project we would like to award this contract  
45 to Northern Mountain Constructors. The project will be awarded for the base bid amount  
46 of \$192,306.22 without GRT. Available construction funds for this project are  
47 \$223,649.10. A change order may be issued to extend the project and use any remaining  
48 funds. Mayor Pro-tem Howe made the motion to award a contract to Northern Mountain  
49 Constructors for Phase II MAP 7505 (903) project for Camino Grande Improvements.  
50 Councilor Humbert seconded. With no further discussion the motion carried 3-0



1                   **E. Discussion/ Approval to Apply for FY19 Fire Protection Grant**

2                   John Murtagh, Fire Chief explained that this is an annual grant available to all New  
3                   Mexico certified and eligible fire departments beginning July 18<sup>th</sup> 2018 and closing  
4                   September 20<sup>th</sup>, 2018. The maximum amount awarded is \$100,000 and will require  
5                   either a 5% or 10% match depending on the award amount and fire funds may be used  
6                   as matching funds. Mayor Pro-tem Howe made the motion to approve an application for  
7                   FY 19 Fire Protection Grant. Councilor Lanon seconded. With no further discussion the  
8                   motion carried 3-0

9                   **F. Discussion/ Approval to Enter into an Agreement With Target Solutions for Fire /**  
10                  **EMS Training**

11                  John Murtagh, Fire Chief explained that Target Solutions is a nationwide company that  
12                  provides online training resources and tools for fire and emergency medical personnel to  
13                  maintain their skills with more than 4,000 departments currently using them to manage  
14                  training . They also provide a records management system to track personnel and  
15                  training to ensure compliance. They meet federal and state training mandates. The  
16                  online EMS continuing education is recognized by the New Mexico EMS Bureau and  
17                  the fire component is recognized by ISO. Mayor Pro-tem Howe made the motion to  
18                  approve an agreement with Target Solutions for fire and EMS training. Councilor  
19                  Humbert seconded. With no further discussion the motion carried 3-0.

20                  **G. Discussion/ Approval of the Finance , IT and Procurement Departments Policies,**  
21                  **Procedures and Controls**

22                  Bret Wier, Finance Director explained that the council last approved policies,  
23                  procedures and controls in June of 2016. Over the past two years there have been several  
24                  updates that were designed to improve our workflow, more accurately reflect our  
25                  procedures and adapt to the new ERP system. Our Auditors require that these policies,  
26                  procedures and controls be documented and approved by council. Mayor Pro-tem Howe  
27                  made the motion to approve the finance, IT and procurement department's policies,  
28                  procedures and controls. Councilor Lanon seconded. With no further discussion the  
29                  Motion carried 3-0

30                  **H. Discussion /Approval an Agreement with Dude Solutions**

31                  Bret Wier , Finance Director explained that in the Finance and Utilities departments  
32                  continued efforts to improve our budgeting and reporting processes we are  
33                  recommending that the council approve the purchase of the Dude Solutions cloud-based  
34                  solution . This application will allow the Village to more effectively track and report on  
35                  the Village assets. It will allow the Village to develop a complete listing of all assets  
36                  above ground and below. It will also allow the Village to develop a 5 year asset  
37                  replacement program. This is needed to assure that the Village is financially prepared to  
38                  respond to future challenger of an aging infrastructure. Finally the system provides an  
39                  interface between our budget and financial records of the utility billing and P and Z  
40                  systems. This will ultimately allow the Village to operate in a more efficient and  
41                  effective environment. Mayor Pro-tem Howe made the motion to approve an agreement  
42                  with Dude Solutions. Councilor Humbert seconded. With no further discussion the  
43                  motion carried 3-0

44                  **I. Discussion/Approval of Resolution 2018-30 a Resolution Approving a Loan From**  
45                  **Washington Federal and to post an Ordinance Authorizing the Purchase of the**  
46                  **Services Building Which will be Used as a Police Station , Courts and MVD**

47                  Bret Wier, Finance Director, explained that the finance department is recommending  
48                  that the Village approve a loan for the purchase of the services building by the public  
49                  safety building fund from the public utility fund. The property will be used to house the  
50                  police, court and motor vehicle departments. The estimated cost of the purchase is  
51                  \$700,000. After a year review of multiple options for additional workspace for the  
52                  police and public utilities departments the proposed plan is to purchase the services  
53                  building for the police and a new prefab building for the services department. Mayor

1 Pro-tem Howe made the motion to approve a loan from Washington Federal and to post  
2 an ordinance authorizing the purchase of the services building. Councilor Humbert  
3 seconded. With no further discussion the motion carried 3-0 with Mayor Pro-tem Howe  
4 -aye, Councilor Lanon-aye, Councilor Humbert -aye.

5 **J. Discussion/ Approval of Resolution 2018-31 Approving the Final Budget for Fiscal**  
6 **Year 2018/2019**

7 Bret Wier, Finance Director explained that state statute requires that all municipalities  
8 approve and submit a final budget for the 2018-2019 budget year no later than July 31<sup>st</sup>,  
9 2018. The final budget has been developed following the state recommended process  
10 and procedures. The budget has been approved by department heads, Finance Manager  
11 and Village Manager. The budget was presented to the public in compliance with the  
12 open meetings act for consideration and feedback on May 3, 2018. Mayor Pro-tem  
13 Howe made the motion to approve resolution 2018-31 a resolution approving the final  
14 budget for fiscal year 2018-2019. Councilor Lanon seconded. With no further discussion  
15 the motion carried 3-0 with Mayor Pro-tem Howe -aye, Councilor Lanon-aye  
16 Councilor Humbert -aye.

17 **K. Discussion/Approval of Resolution 2018-32 a Resolution Approving the Final**  
18 **Financial Quarterly Report for Fiscal Year Ending June 30,2018**

19 Bret Wier, Finance Director explained that this quarterly report is required by the New  
20 Mexico Department of Finance and Administration. This report summarizes all of the  
21 revenue, transfers and expenditures for the Village of Angel Fire for the fiscal year  
22 ending June 30<sup>th</sup>, 2018. Mayor Pro-tem Howe made the motion to approve resolution  
23 2018-32 a resolution approving the final financial quarterly report for fiscal year ending  
24 June 30, 2018. Councilor Humbert seconded. With no further discussion the motion  
25 carried 3-0 with Mayor Pro-tem Howe -aye, Councilor Lanon-aye, Councilor Humbert-  
26 aye.

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29 **Adjournment**

30 Mayor Cottam adjourned the meeting at 6:18 PM

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32 **Passed, Approved and Adopted on this 14<sup>th</sup> day in August, 2018**

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39 **ATTEST:**

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42 Terry Cordova, Village Clerk  
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Barbara Cottam, Mayor



Last week Rick, Fabian & I attended a  
USDA Rural Development Project Tour in Taos.

This was to let entities know about funding being offered to  
communities through the Trump Infrastructure Plan.

We were able to speak with several people and have been asked to  
submit a copy of our:

~~Preliminary Engineering Report & Environmental Report for their~~  
review.

After a review of our information they will make a recommendation for  
us to either submit an application for funding or let us know if that is  
not feasible at this time.

Funding would be a 75% loan and 25 % grant.

Preliminary Engineering Report and Environmental Report have been  
sent for review.

Waiting to hear back.

VILLAGE OF ANGEL FIRE  
RESOLUTION NO. 2018-33

WHEREAS, pursuant to Sections 5-11-1 through 5-11-27, NMSA 1978 as amended (the Public Improvement District Act), the Village of Angel Fire, New Mexico (the "Village") adopted Resolution No. 2008-07 creating the Angel Fire Public Improvement District No. 2007-1; and

WHEREAS, pursuant to NMSA 1978 Section 5-11-6, the Village appointed five individuals to serve on the governing Board of Directors of the Angel Fire Public Improvement District ("AFPID"); and

WHEREAS, Burl Smith was appointed for a four-year term effective April 21, 2016 and ending April 21, 2020 by the Village on May 24, 2016; and

WHEREAS, Director Smith resigned his seat on October 12, 2017 and the vacancy must be filled; and

WHEREAS, the AFPID Board of Directors desires to recommend a candidate to the Village to fill the vacancy left by Burl Smith, and

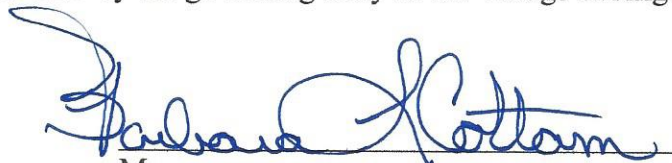
WHEREAS, Paul Cassidy agrees to be appointed; and

WHEREAS, it is in the best interests of the Angel Fire Public Improvement District to have Paul Cassidy serve on the Board for the remainder of the term ending April 21, 2020

NOW THEREFORE BE IT RESOLVED that:

1. Paul Cassidy is appointed as Director of the Angel Fire Public Improvement District for the remainder of the four-year term effective April 21, 2016 and ending April 21, 2020.

PASSED, APPROVED, AND ADOPTED by the governing body of the Village of Angel Fire on this 14<sup>th</sup> day of August, 2018.

  
Mayor



  
Village Clerk